

FREMONT BOARD OF SELECTMEN**15 DECEMBER 2005****APPROVED 12/20/2005**

Chairman Cordes called the meeting to order at 6:15 pm. Present were Selectmen Gene Cordes and Donald Gates Jr; and Town Administrator Heidi Carlson. Peter Bolduc arrived at 6:325 pm.

Chief Heselton called to ask the Selectmen to come down to the Safety complex to welcome the regional IEU meeting, which is being held tonight in Fremont. Members said they would recess their meeting to come down to the complex.

OLD BUSINESS

1. Selectmen reviewed the minutes for 07 December 2005. Motion was made to approve them by Bolduc and seconded by Gates. The vote was unanimously approved 3-0.

2. Selectmen reviewed the 2006 contract draft from MRI. The contract encompasses a five year period 2006 through 2010. The proposed price for services as described is \$2,700 per month; with increases in the next four years for the Nashua/Boston CPI as published in December annually.

Selectmen discussed the scope of services, which is changed from 2004 and 2005 to include sales review of each property that sells within the tax year (including an interior inspection). The contract allows for eight scheduled hours per month of office hours and up to 38 hours per month of actual time worked to include all tasks as outlined.

Selectmen had some further questions which will be posed back to MRI for clarification.

At 6:45 pm Neal Janvrin came into the meeting.

He presented to the Board a warrant article in the amount of \$5,935.65 to purchase five tasers with 100% reimbursement from a US Attorney "Operation Streetsweeper Grant."

Janvrin said that there is a four hour class necessary to use, and this will be taught from the in-service training budget (not covered by the grant) and he indicated there is no heavy maintenance charges associated with the equipment.

Janvrin explained the need for five, one for each full-time employee (carried on their person). He said it gives a five second electrical jolt that goes to the muscular system to down the person, more effective than the OC spray.

The State police are all carrying these now, they are less than lethal with no known deaths associated with their use. They cannot be used in conjunction with OC spray due to its flammability.

If they do not get a grant, the article will be tabled at Town Meeting and no action taken.

Janvrin also said that he has a list of streets which are still private and questioned what could be done about any parking issues on these private streets. After some discussion it was decided that the Town had no authority to tow or move vehicles on private ways. Chief Janvrin said that he would follow-up with Guerwood Holmes on this, just for information.

Selectmen left the meeting briefly at 7:00 pm to go to the Safety Complex for an introduction at the IEU meeting.

FREMONT BOARD OF SELECTMEN**15 DECEMBER 2005**

At 7:05 pm Lori Holmes came into the meeting to drop off additional information on the Town Clerk's budget.

At 7:30 pm Selectmen returned to the Town Hall from the Safety Complex, and met again with Chief Janvrin. Motion was made by Bolduc and seconded by Gates to enter non-public session to discuss some personnel issues. The vote was unanimously approved 3-0.

Selectmen discussed several items with Chief Janvrin. No decisions were made.

At 8:15 pm motion was made by Bolduc to return to public session. Gates seconded and the vote was unanimously approved 3-0.

Prior to Chief Janvrin leaving the meeting, he discussed with Holmes the winter parking ban. Janvrin left the meeting at 8:20 pm.

Holmes discussed his new equipment. He then distributed copies of his updated 2006 budget proposal for the Highway Department.

He said he had removed the trucks (earlier proposed as a bond issue) and has come back tonight with a budget for 2006 that is balanced with his approved budget for 2005 in the amount of \$294,915.

He discussed a capital expense of one front plow that needs to be fixed or replaced, which he is currently estimating at \$8,000.

The winter equipment hire is up to \$124,000 to cover all of the new roads (at least \$10,000 expected in revenue for town maintenance of private subdivision roads in 2006). Of this, approximately \$5,000 will be moved and allocated to a labor line to cover the cost of the winter driver. This will be added to line 007 to cover part- and full-time labor.

The sand appropriation is down for 2006 due to quantity currently in stock. Holmes said he currently has 1,000 yards on order.

The culvert line is up due to a large problem recently discovered on Poplin Drive. Holmes said he needs to buy a large culvert and it will get into a lot of work to fix it. He is going to increase the size to two feet from the existing one foot. He said he would like to replace it with concrete but will likely use steel to save money.

The plow and sander maintenance line (005) covers plows and sanders and the equipment maintenance line (105) covers fuel and maintenance on the new one ton. These costs will be tracked separately for at least another year.

Holmes said that painting lines did not get done this year. He had a commitment from a contractor and due to lateness in the year, they did not come. Holmes said that he will hop on it earlier in 2006 and get it scheduled early to be done.

The Road Agent salary is up 3% for the Town's cost of living percentage budgeted.

Training includes some day classes for the full-time employee.

Clerical covers some ancillary costs of clerical assistance, done by someone in the Selectmen's Office.

FREMONT BOARD OF SELECTMEN**15 DECEMBER 2005**

With regard to a warrant article for paving, Holmes was unsure what roads he wants to do. He referred to the October submission of his budget, which included Sandown Road, North Road, and South Road. These items were reviewed for shimming versus a full overlay.

There was discussion about which of these roads are the busiest and have the most travel. This includes North and South Roads. Selectmen also discussed the condition of Shirkin Road with all of the ongoing trucking that is breaking down the road.

Holmes said that he feels they should do the worst section of North Road and of South Road with shim and overlay; and if there is any money left over to do additional footage. Holmes will work on getting the footages and make contact with the paving company for an updated estimate. It was decided that the warrant article will include a number to specify shim and overlay specified sections of South and North roads with approximate number of feet and locations. The cap of the warrant article will be roughly \$100,000.

The summer equipment hire line includes some minor tree work, and all of the summer maintenance items (general maintenance, filling pot holes, sign maintenance, etc).

It was decided to put summer equipment hire at \$65,000 and move \$2,000 to the big tree cutting line.

It was decided to move money from equipment maintenance to a separate line for fuel. The end result is \$116,500 in winter equipment hire, \$5,000 in fuel; and \$500 in maintenance for the vehicle.

There was discussion about the new roads in town and how far it was to get to Treaty Court. Holmes is talking with Sandown about the possibility of them helping out with this to avoid the long trip out of Fremont into Sandown to get back into Treaty Court. It was suggested that there might be some areas that could be "traded" off so that each town did a route closer to home base.

Holmes will work on the final information to put together the warrant article. He will meet with the Budget Committee at 7:00 pm on Tuesday December 20, 2005.

Selectmen discussed the position for a part-time, on-call driver and laborer for the Highway Department. It has now been posted for three weeks, and there is one suitable applicant at this time. Selectmen discussed this with Holmes, and voted to offer the position conditionally to Michael Holmes. The condition is that the Town receives a satisfactory background check (Motor Vehicle and Criminal) within 14 days. The rate of pay is \$13.00 per hour.

Holmes said he had completed the evaluation for Leon Holmes Jr and gone over the form with him as well. Based on Holmes' recommendation, Selectmen voted to approve a step increase retroactive to April 15, 2005 for Leon Holmes Jr. This will be processed with the next payroll.

Holmes left the meeting at approximately 9:30 pm.

NEW BUSINESS

1. Selectmen reviewed and approved the payroll manifest \$15,391.56 and accounts payable manifest \$238,238.03. Both documents were signed.

2. Selectmen reviewed an appointment for Scott Boisvert as a Planning Board alternate. Motion was made by Bolduc to appoint Scott Boisvert as an alternate to the Planning Board. Gates seconded and the vote was unanimously approved 3-0.

FREMONT BOARD OF SELECTMEN**15 DECEMBER 2005**

3. Selectmen signed outgoing correspondence to Dan Daley re; complaints on business at 14 Cavil Mill Road.
4. Selectmen reviewed response winter maintenance letters from Dan Perry regarding Thunder Road; Craig Dunning regarding Rislove's Way; and Martin Ferwerda regarding Governor's Forest. Perry had requested to buy sand/salt from the Town. Selectmen will send a response to him indicating this is not possible due to purchase on the state bid price. A response letter will also be sent to Ferwerda regarding some of the issues raised in his letter.
5. Selectmen reviewed a manual A/P manifest for final petty cash disbursements for 2005 in the amount of \$43.29. This was approved and copies signed.
6. Selectmen reviewed and approved a tax deferral form for Stephen Heselton on parcel 03-042.1 for the 2005 property taxes in the full amount. A deferral form was signed for the Registry of Deeds as well as for the Tax Collector.
7. Selectmen took copies to read through of the Fire Department draft discipline policy.
8. Line item transfers in the amount of \$50 were done in the Planning Board and Zoning Board budget from postage to office supplies to cover minor overages.

BUDGETS

Selectmen discussed in general the government buildings budget. It will include current pricing for all utilities, the cost of the phone system at the safety complex; voting accessibility issues at the complex; and other general maintenance items.

There was discussion about having again an emergency fund for building repairs or emergency services needed, and also creating a trust fund so that any funds unexpended could be put into the fund and avoid reappropriating and re-raising the money year after year.

The first draft of the money warrant articles was reviewed. Selectmen at this time have made affirmative recommendations on the OHRV equipment (\$3,412); the playground (\$25,000); the tasers (\$5,935); capital reserve items to include the property revaluation for \$25,000 and town hall renovations at \$25,000; and the road overlay article.

The Board again discussed the Town Clerk's budget to follow-up the information left this evening by Lori Holmes. Selectmen reviewed the wage data submitted, and will look to update the population estimates using the 2005 wage study. The Board discussed a variety of issues surrounding the budget and increases.

In conclusion, Selectmen voted to recommend \$33,000 as the Town Clerk's salary based on a rounding of the additional new office hours open to the public. The Board will continue to treat this as a part-time salaried position based on the number of open office hours. There continued to be some discussion about the office procedures and the wage for the Deputy Town Clerk in comparison to other positions.

At 11:40 pm motion was made by Bolduc and seconded by Gates to enter non-public session to discuss a welfare matter in accord with NH RSA 91-A 3 II (c). The vote was unanimously approved 3-0.

FREMONT BOARD OF SELECTMEN**15 DECEMBER 2005**

Carlson discussed with the Board non-specific details of a case to get some guidance on how to proceed. The Board urged that if the resident(s) has/have safe shelter, food, and other basic necessities, that the expenses requested, unrelated to that, must be denied.

Carlson will continue processing the application using this direction.

Motion was made by Gates and seconded by Bolduc to return to public session at 11:50 pm. The vote was unanimously approved 3-0.

There was also discussion about creation of full-time positions and the Town's hiring policy as it relates to full-time employees and recruitment. There was discussion about the transition from the two current part-time employees to the full-time positions that are proposed for 2006.

NEXT WEEK

The Budget Committee meets at 7:00 pm on Tuesday December 20, 2005.

The next regular Board meeting will be held on Tuesday December 20, 2005 at 6:00 pm. All Town Offices are closed on Friday December 23 and Monday December 26, 2005 for Christmas.

With no further business to come before the Board, motion was made by Bolduc and seconded by Gates to adjourn the meeting at 11:55 pm. The vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator